

**BY ORDER OF THE
COMMANDER 377TH AIR BASE WING
(AFMC) KIRTLAND AIR FORCE BASE, NEW
MEXICO 87117-5606**

KIRTLAND AIR FORCE BASE 36-2901

1 FEBRUARY 1999

Personnel



**STANDARDS OF CONDUCT FOR FAMILY
MEMBERS AND SPONSORED GUESTS**

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This instruction implements Air Force Policy Directive (AFPD) 36-29, *Military Standards*. It establishes policies governing the responsibilities of military sponsors for their family members and guests on Kirtland Air Force Base (KAFB). Violations of specific provisions of this instruction may result in administrative action including, but not limited to, termination of on-base quarters; loss of exchange, commissary, theater, or recreational privileges, or barment. Criminal offenses committed on the installation may be prosecuted under the Uniform Code of Military Justice or in Federal Magistrate Court. It applies to ALL personnel assigned to, residing on, or visiting KAFB.

SUMMARY OF REVISIONS

References of security police are changed to security forces. The word “apprehended” is changed to “detained” in paragraph 2.1.1. Paragraph 2.6 added to reflect who responds to domestic disturbances, domestic violence/abuse incidents. Paragraph 2.6 also includes family advocacy to be notified in instances of domestic disturbances. **Attachment 1**, KAFB Child Supervision Grid, is added for referencing the age and areas of required supervision

1. Responsibilities.

1.1. Installation Commander. The installation commander has the primary responsibility for health and welfare, security enforcement, and safeguarding of life and property on Kirtland Air Force Base. Directives issued pursuant to Title 50 of the United States Code, section 797 to achieve the above ends have the force and effect of law upon anyone on the military installation. The installation commander has the final authority for settling disputes and terminating privileges to occupy and use government facilities.

1.2. Military Sponsors. Military sponsors are responsible for the welfare and conduct of their family members and guests. All military members, family members, and guests will observe the highest standards of behavior and conduct according to governing directives.

2. Standards of Conduct.

2.1. Enforceable Standards. Violations of federal and state law on KAFB are enforceable through a military or a magistrate court of law. Violations include, but are not limited to, theft, abuse or destruction of government or personal property; shoplifting; traffic offenses; assault; use, possession, introduction or distribution of controlled substances; public intoxication; disorderly conduct; and similar breaches of the peace.

2.1.1. Guests or family members of military sponsors detained for violations of regulations, instructions, or criminal statutes on the installation who are not otherwise processed, will be released to their military sponsor.

2.2. General .

2.2.1. Standards of Conduct for Family Members:

2.2.1.1. Family members are prohibited from playing or loitering in any area except designated playgrounds, ball fields, their own yards, or yards of other residences with tenant's permission.

2.2.1.2. Family members may not play games on streets or in areas where playing of such games will interfere with vehicle traffic or cause a safety hazard to personnel, resources, or personal property of others. These games include, but are not limited to football, baseball, softball, soccer, frisbee, roller-skating, skateboarding, or roller-blading.

2.2.2. Youths, 17 years of age or younger.

2.2.2.1. Youths are not authorized to act as the sponsor for nonbase affiliated visitors. Exception: a non-military custodial parent divorced from an active duty or retired military member may be sponsored by the juvenile family member when going to the base exchange, pharmacy, or hospital facilities.

2.2.2.2. Youths will observe the curfew on KAFB. Youths, 17-years of age or younger, will be in their residence no later than 2300 Sunday through Thursday and 2400 Friday and Saturday. After these hours, youths returning from places of employment, sponsored group functions, or off-base activities will proceed directly to their residence. Security forces personnel will check identification and question unaccompanied youths observed outside after curfew. At a minimum, security forces will accomplish a Security Forces Squadron (SFS) Form 480, Field Contact Card, on the youths. Security forces personnel will transport youths found in violation of the curfew to the law enforcement desk and will notify their sponsors to assume custody.

2.2.2.3. Youths, 17-years of age or younger are prohibited in the following areas unless under parental supervision or given a waiver for good cause:

2.2.2.3.1. All dormitories, visiting officers' quarters (VOQ), and visiting airmens' quarters.

2.2.2.3.2. Enlisted Club, Officers Club, Coronado Club, and Roadrunner Lounge.

2.2.2.3.3. Youths, 17-years of age or younger, will not be in the golf course area or athletic fields after dark, unless under adult supervision of a person 18-years of age or older or after receiving permission from the golf course manager.

2.2.2.3.4. Youths 16-years of age and over, possessing a valid identification card, are allowed to use fitness centers.

2.2.2.3.5. Youths 12-to 15-years of age, accompanied by a parent or guardian, are allowed to use the cardiovascular machines, racquetball and basketball courts.

2.2.2.3.6. Children under 12-years of age are allowed in fitness centers, with a parent or guardian, only as spectators.

2.2.2.3.7. Refer to **Attachment 1** for additional restrictions on children.

2.2.3. Waivers for Good Cause. Waivers for good cause may be obtained from the installation commander or a designated representative. All requests must have the name of sponsor and guest, as well as the date, time, and location for which the waiver is authorized. The guest will keep the waiver in his/her possession when in the areas listed in paragraph 2.2.2.3.

2.3. Baby-sitting. . Baby-sitting for the purpose of this instruction is defined as a babysitter coming to your home to provide care for your child or children. Refer to **Attachment 1** for specific guidance. Providing care for a child or children in quarters other than the child's own home falls under the guidelines of AF Instruction 34-701, *Child Development*.

2.3.1. It is recommended that baby-sitters complete the baby-sitter certification course given by the American Red Cross or any other certification course providing instructions on safety while baby-sitting. Refer to **Attachment 1** for specific age requirements.

2.3.2. The installation commander or designated representative may revoke the housing privileges of individuals who provide child care but refuse to become licensed or who continue to provide care after their license has been suspended or revoked.

2.4. Base Housing Incident Reporting. Occupants of base housing are required to report vandalism, theft, or unusual occurrences to the law enforcement desk by calling 846-7913 or 846-7926 or 911 for emergencies. Individuals who observe such activity and wish to remain anonymous may telephone CRIME STOP at 846-9111 and report the incident without disclosing their identity.

2.5. Loud Noise Reporting. Occupants of government-owned quarters, to include dormitories, are responsible for keeping noise to a minimum. Generally, if noise can be heard at the boundary of the resident's property, it is considered too loud. Neighbors should attempt to reason with a violator before calling security forces; however, avoid any confrontations.

2.6. Domestic Disturbances. Security forces will respond to all domestic disturbances and domestic violence/abuse incidents that are reported to them. In all instances, security forces personnel will notify the family advocacy office. Security forces will also forward reports of domestic disturbances to the violator's unit commander for action and the installation commander for information. Domestic disturbances involving the sponsor and or family members may be cause for termination of quarters, as determined by the installation commander or designated representative.

GARY D. DILLS, Colonel, USAF
Commander

Attachment 1

KIRTLAND AIR FORCE BASE CHILD SUPERVISION GRID

Age of Child	Left unattended in quarters/playground/outside of quarters	Left Alone overnight	Left unattended in car	Baby sit others (weekly) Non Family Member	Baby sit others (weekly) Family Member	Unattended in public areas	Walk to school
Newborn to 5 years	NO	NO	NO	NO	NO	NO	NO
6-8 years	1 hour daily with physical access to care provider, Care provider checking periodically	NO	YES 15 minutes must be visible/maintain sight; keys removed	NO	NO	NO	YES
9-10 years	3 hours daily with physical access to care provider, Care provider checking periodically	NO	YES with keys removed up to 15 minutes	NO	NO	Recreational areas for 3 hours with designated adult checking periodically, 3 hours at retail stores (i.e. BX, food court, etc.)	YES
11-13 years	14 hours daily with designated adult checking periodically, not to exceed overnight	NO	YES with keys removed	YES (12 hours & over ONLY) not to exceed 10 hours	YES not to exceed 14 hours	Recreational areas for 14 hours with designated adult checking periodically, 3 hours at retail stores.	YES
14-15 years	Up to 16 hours daily with adult checking not to exceed overnight	NO	YES with keys removed	YES not to exceed 10 hours	YES not to exceed 16 hours	Recreational areas for 16 hours with designated adult checking periodically, 5 hours at retail stores	YES
16-17 years	YES with telephone access to designated adult	YES with telephone access to an adult	YES	YES not to exceed 10 hours	YES	YES	YES